

DDA 75-5295

7 NOV 1975

MEMORANDUM FOR: Deputy Director for Intelligence
SUBJECT : Special Printing Plant--DDI Area

Ed:

1. As you are fully aware, this Directorate has been going through many gyrations attempting to seek some relief to the space needs of Headquarters. I have bitten the bullet and have decided to move large portions of OJCS, Personnel, and Security in order to satisfy long-standing requirements. In looking at other areas where we might find some elbowroom, it has become patently clear to us that it is somewhat of a luxury to operate two printing plants in the Headquarters building. I had Bob [redacted] undertake an in-depth study of how we might go about merging the two facilities yet ensure no diminution of production and timeliness. The results of Bob's studies are most attractive. By merging the special printing plant with the general printing plant on the ground floor, we can not only free up 2,000 to 2,500 square feet of choice space on the 7th floor, but also provide on-line backup printing capability and a better utilization of manpower with the possibility of a savings of three or more of our printing positions.

2. The efficiencies, economies, and space availability scream at us to do this.

3. I am well aware that OCI might fear that they're losing something in this "bargain." I assure you they won't. To save time and paperwork, I would be happy to have [redacted] give you a quick briefing regarding the findings of this study. This opportunity is attractive in so many ways that I would like to move quickly on it and ask that you receive Bob's briefing at your earliest convenience. I would propose to join in. STATINTL

151 Jack

John F. Blake
Deputy Director
for
Administration

ADDA:JNMCMahon:kmg (6 Nov 75)

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